Meeting Minutes

March 5, 2004
10:00 am

Attendance

Randy Auman	Logan City Police Dept	Tim Cornia	State of Utah, DPS
Floyd Ritter	State of Utah, ITS	Jake Hunt	UCAN
Doug Chandler	State of Utah, ITS	Scott Mattsen	So. Salt Lake PD
Boyd Webb	State of Utah, ITS	Von Williamson	Cache Co. SO
Tim Slocum	State of Utah, Corrections	David Shopay	West Valley City
Tony Mason	Midvale PD		

Introductions

Randy Auman (Vice Chair) conducted for Steve Proctor (Chair) who was unable to attend. Everyone introduced themselves and the agencies they represent.

Power Point

Randy Auman gave a Power Point presentation by way of an overview of what the 700 RPC is responsible for. We discussed the need for input on this slideshow so we can make it the "official" slideshow, post it on the website, and allow members of the Region 41 RPC to give the presentation to meetings they may attend. We also discussed the need to document such ancillary meetings so we can add it to the overall Region 41 documentation.

Web Site

www.uwin.utah.gov (select the 700 RPC menu item)

Approval of Minutes

Boyd Webb made a correction that it was not Northern California, but Southern California Region 5 who submitted their plan to the FCC. The minutes were approved with that correction.

Formal Process to Accept Agency Input Into Plan

Do we use List Server for getting the word out? Yahoo Group? Both?
Missouri plan was gigged for not properly documenting how they got the word out.
We need to increase documentation in general. If someone gives a presentation to a regional group, it should be announced in advance on the web page. Tim Slocum suggested that organizations, and not just individuals on the list server, should receive notifications. Tribal groups should be represented. Federal agencies should be invited to participate also. There are provisions within the rules for utilities etc to use the spectrum. We will need to create the processes that allow this to happen.

Voting members (1 per agency) should be on a roster and posted on the web site.

4.9 GHz Presentation

Boyd Webb gave an informative PowerPoint presentation on 4.9 GHz and the RPC's responsibilities for administering that spectrum. That PowerPoint will be posted on the Web Site. Floyd Ritter mentioned that one of the most valuable things about this new 4.9 GHz spectrum is that unlike current 802.11 spectrum, this one is license-able for public safety use. Public safety doesn't have to choose between 802.11 and the new 4.9 technologies because most chip set manufacturers provide hardware that can do both. Security will be an issue when someone can go to Staples and buy a dual-band card that can operate on the new licensed 4.9 GHz.

New 4.9 GHz Sub-Committee

Tim Cornia was elected to serve as the 4.9GHz sub-committee chair. He already serves as the 802.11 Team Leader within the Utah Wireless Integrated Network (UWIN) Technology Steering Committee. Having Tim lead the drafting of the 4.9 GHz portion of the plan will provide for excellent coordination between the two groups. Tim is the Deputy Director of IT for State DPS.

Sub-Committee Definitions

Steve Proctor came up with the following verbiage for sub-committee definitions, for the purpose of discussion in this meeting:

> **Implementation (Boyd Webb):**
> Regional Plan Administration, Application Process, Channel Assignments, Give-Back Channels, Planning Tasks and Frequency Coordination, Dispute Resolution, Plan Implementation and Modification
>
> **Technology (Jeff Dial):**
> What are the available technologies? Standards Processes, Engineering survey and documentation requirements for applications, What technology is used to bridge systems? What do we do with Orphaned channels that cannot be reused? System design and efficiency requirements-how many radios per channel?
>
> **Interoperability (Von Williamson):**
> What are the channels used for interoperability? How will each user include these in their user devices? How does this interact with dispatch? Training on the interoperability channels.
>
> **Mobile Data (Brian Low):**
> Statewide plan for wide band data channels, Statewide plan for narrowband data, Technology requirements, System interfaces between networks.

Boyd Webb pointed out some overlap issues between the *Implementation* and *Technology* sub-committees. Boyd will get with Jeff Dial and they will present their recommendations to the URPC in the next meeting.

Sub-Committee chairs will each create a YahooGroup to facilitate the sharing of documents and communication. The format should be RPC41-<subcommittee name>@yahoogroup.com.

Omni-Link Update
Console Installations have been completed at Box Elder, Cedar, Richfield, Price, and Vernal. Phase One will connect several of the regional dispatch centers in such a way that they will be able to share resources. Full connectivity for all locations will not be until probably 2005.

Action Items
1. Add group and individual contacts to the notification list.
2. Boyd Webb and Jeff Dial will get together and determine how their sub-committees will divide up their duties. They will report back in the next meeting.
3. Doug Chandler will draft a skeletal plan that we can start plugging information into.

UWIN Technology Steering Committee Meeting
We were not able to get on the Association of Police Chiefs agenda during the convention in St. George, but we will have an agenda item on the UWIN TSC meeting. It will be held at the St. George PD, 10:00am

Next URPC Meeting
Friday April 23
1:00 pm
Price UDOT Conference Room
We will attempt to get the video conferencing facility to ease the travel burden.

Chair:	Vice Chair:	Secretary:	Treasurer:
Steve Proctor	Randy Auman	Doug Chandler	Tony Mason
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